

The Office of Arts & Cultural Affairs' Neighborhood & Community Arts (NCA) Program is an opportunity for the city to invest in the vibrant cultural work being done in and by communities throughout Seattle.

This program supports neighborhood arts councils and community-based groups that have established a track record for producing recurring festivals or events that promote arts and cultural participation, celebrate our diversity, build community connections, and enhance the visibility of neighborhoods through arts and culture.

Eligibility

Neighborhood arts councils and local community-based groups serving diverse cultures that have been in existence for at least one year at the time of application may seek annual support for a recurring festival or event. Groups may apply with a fiscal sponsor; they do not have to be 501(c)(3) nonprofits. Qualifying events must

- have been previously produced,
- have a significant arts and culture component,
- be open to the public, and
- take place in the city of Seattle between January and December 2013.

You may submit only one application per year to this program.

Funding

Funded organizations will receive NCA funding of **\$1,200** to support **direct project expenses**: artist fees, marketing and promotional fees, project management and personnel costs, supplies, equipment rentals or other production-related costs. Funds may not be used for fund raising, gifts, organizational administrative costs or the purchase of equipment or food. There is no partial funding for this program.

Program Criteria

- **Quality of Project:** clear, well-conceived, authentic relationship to neighborhood or other community of interest, promotes arts participation and community relations.
- **Community Impact:** project plan describes meaningful efforts to create community participation and reach a diverse audience.
- **Feasibility:** the organization has a proven track record of presenting this and/or other event(s); evidence of community involvement and support; and clear realistic budget for the event.

Deadline

The online application must be submitted by 11 p.m., **Wednesday, Oct. 24, 2011**. The application is available at: www.seattle.gov/arts/funding/neighborhood_community.asp

Application Review and Notification

An independent peer panel of artists and community representatives will review and evaluate applications according to the program criteria and recommend funding. **Funding notification will be made in December** for events occurring in 2013.

Questions? We're here to help! Contact Jenny Crooks at 206-684-7084 or jenny.crooks@seattle.gov

Free Information Session

Learn what makes a strong application, including information about other funding programs. This interactive question-and-answer session will cover specifics on eligibility and how to apply. First time applicants are encouraged to attend. Space is limited. Please register for the session by contacting Jenny Crooks at (206) 684-7084 or e-mail at jenny.crooks@seattle.gov.

Monday, September 24, 2012 – 6:30-8:30 p.m.

[2100 Building](#), 2100 24th Avenue South, Seattle, WA 98144

TIPS FOR SUCCESS

- Update or complete your basic registration and profile at www.culturegrants-wa.org right away.
- Explore the online application *ahead of time*, especially if you're a first time applicant.
- Preview guidelines, check your eligibility and read instruction boxes.
- Attend the workshop/draft review session, especially if you're a first-time applicant.
- Start writing or outlining your application narrative *early*. You may wish to write it first in a separate document to see your whole story clearly.
- Be sure to save and re-read your work *before* you submit.
- Focus on the art and culture component of your event.
- Call project manager with questions well in advance of the deadline. We are happy to assist you, but last-minute help is limited due to timing.
- Submit early in case you need time to correct errors in the application.
- Double-check your budget and make sure income equals expenses.